

**BOARD OF HEALTH MEETING  
LAFAYETTE COUNTY HEALTH DEPARTMENT**

**April 30, 2013 @ 1:00 pm**

<b>PRESENT:</b>	<b>David Hammer</b>	<b>Connie Hull</b>
	<b>Bob Boyle</b>	<b>Carol Korn</b>
	<b>Rick Moyer</b>	<b>Lois Finnigan</b>
	<b>Chris Fortin</b>	<b>Rebecca Steffes</b>
	<b>Debbie Siegenthaler</b>	<b>Kari Liddicoat</b>

Meeting called to order by chair, Hull at 1:00 p.m.

*Verification that the Agenda was properly posted*

Kari verified the agenda was posted at the Courthouse, City Municipal Building, Health Department, Hospital, County website and e-mailed to the press.

Motion made by Boyle, 2<sup>nd</sup> by Hammer to approve agenda as posted. Motion carried.

Motion made by Boyle to approve the minutes from the April 8<sup>th</sup>, 2013 Board of Health meeting. 2<sup>nd</sup> by Korn. Motion carried.

**OLD BUSINESS**

***Administrative Updates:***

**Remember to Save the Date: June 27<sup>th</sup> for our 75<sup>th</sup> Summer Celebration 1pm-3pm**

We continue to plan for the event and Debbie provided an update.

Debbie also commented that Dean Thoreson was a member of the Board of Health in 2011 and 2007. Our condolences on the recent tragedy for the Thoreson family. A sympathy card was passed around for the current BOH members to sign for the family.

Debbie announced that she will be taking a different position with UW Madison School of Medicine and Public Health. Her final day at the Health Department will be May 24<sup>th</sup>. She will be sincerely missed! Upon her announcing this news there was some discussion on the replacement of Debbie. Hammer spoke with the ambition to fill the position before her leaving date of May 24<sup>th</sup>.

Korn motioned to accept the resignation of Debbie Siegenthaler from the Health Department. 2<sup>nd</sup> by Boyle. Motion carried.

Hammer motioned to replace the Health Department Director/Health Officer. 2<sup>nd</sup> by Boyle. Motion carried.

**NEW BUSINESS**

***A/C unit replacement bids:***

Debbie informed the board that she spoke with Ted Wiegel re the process to bid the A/C unit. He indicated that she should send out letters and the Board of Health can approve the bid. Debbie sent a letter to bid the a/c unit to four heating and cooling businesses within the county. If the business chooses to place a bid proposal the proposals are due

no later than the end of day on May 13<sup>th</sup>, 2013. The bids will be reviewed at the May 14<sup>th</sup> Board of Health meeting and a selection will be made.

### **HOME CARE REPORT/UPDATES**

#### ***Therapy Service Update:***

Rebecca began the conversation by reiterating the reasoning for the PT/OT service contract discussion. The latest meeting Rebecca and Krisann had it was decided that both HC and PT/OT would do better in-house checks and balances, along with a weekly meeting to help with communication on the clients and number of therapy visits being made. Every week 1 therapist and 1 nurse would meet to keep updated on the caseload and their progress. Rebecca spoke of a plan to use a 3-2-1 approach to therapy visits to assure 6 visits over three weeks is achieved. Rebecca and Debbie suggested that we extend the contract until the end of the year so that each team can have some time to work on their new procedures. The specific recommendation to extend the current contract will be revisited and finalized this at our next BOH meeting on May 14<sup>th</sup> 2013.

#### ***Fee & Service Policy:***

The two main points that were discussed on the Policy were the Purpose/Guiding principles. Within these points these principles there was a lot of discussion on the language. There were some examples given on what exactly the language should say to ensure that the HC program can recover their costs to keep the program going strong. These examples will be written up, viewed and discussed at the next BOH meeting. The next part of the discussion was over the Financial Assessment form that every client must fill out upon admission. The board asked how we receive the information for this form, and we go off the honor system. It was discussed what other counties do to ensure that they are receiving proper payment from the clients, and what are their payment policies are. There will be examples of language for this form/policy written up, viewed and discussed at the next BOH meeting.

#### ***Next Steps:***

At our next BOH meeting on May 14<sup>th</sup> the board will:

- Review and revises the Fee & Service Policies along with the Financial Assessment form.
- Decide details regarding extending the PT/OT contract.
- Update the board on the HC billing and what new things are happening.

**The next Board of Health Meeting will be  
Tuesday, May 14, 2013 @ 2:00 pm**

**Motion made by Boyle, second by Hammer to adjourn the meeting at 2:30 p.m.  
Motion carried.**

**Respectfully submitted,**

**Kari Liddicoat**

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**Connie Hull, Chairwoman**

**Bob Boyle**

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**David Hammer**

**Carol Korn**

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**Chris Fortin**

**Lois Finnigan**

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**Rick Moyer**